

REQUEST FOR PROPOSAL

Date : June 2, 2011

Project Title : **Supply and Delivery of Umbrella Giveaways (Negotiated Procurement)**

ITB No. : 12-03-2010

Approved Budget : **Php3,750,000.00; Lot 1 (Regular Umbrella)**
(VAT-exclusive, zero-rated transaction) **Php6,250,000.00; Lot 2 (Ordinary Golf Umbrella)**

*Suppliers may quote on one or both lots

Deadline of Submission of Proposal : June 16, 2011; 10:30am (Sealed Proposal)

The address for submission of proposal is LGSD Room, 2nd Floor, PAGCOR House, #1330 Roxas Boulevard, Ermita, Manila

The deadline of acceptance and opening the proposals is 10:30 a.m. onwards, June 16, 2011, at the same venue.

Sir/Madame:

In accordance with the Technical Specifications/Scope of Work and General Conditions for the aforementioned project stated herewith, kindly fill up and submit your lowest proposal on the item/s services stated below.

Thank you.

(Sgd.) JOSE CHRISTOPHER M. MANALO IV
Officer-In-Charge
Logistics and General Services Department

Dear Mr. Manalo:

In accordance with your request, following is our proposal for your requirement:

Description of Service Requirement	Offered Technical Proposal Please fill up each column with either: "comply" or "not comply"
Lot 1 - REGULAR UMBRELLA – 25,000 pieces	
Size: 24 inches windbreaker umbrella with black plastic tips on small and big canopies	
Color: Canary Yellow	
Fabric Material: PONGEE 220 Thread Count, Water proof and water repellant (as per sample swatch)	
4 inch overlap between 2 panels	
Metal Shaft with 8 pcs x 3.5mm (+/- .5mm) thickness Fiberglass main Ribs	
8 pcs x 4.5 mm (+/- .5mm) Thickness Metal Support Ribs and 2 mm (+/- .5mm) thickness reinforced metal ribs in 3 cross section with a total of 32 pcs rib structure	
Center Post: Unichrome or Black Metal, minimum 14mm (+/- .5mm) in diameter	
Handle : Solid Plastic Black "J" handle	
Main shaft tip: semi pointed, 9 cm(+/- .5cm)	
Mechanism: Automatic black button	
Nylon printing on four (4) panels	
Full color photographic print	
Artwork supplied by PAGCOR	
Packaging: Cloth case with PAGCOR Logo	
Binding / strap: 2 straps yellow Velcro (1 for each panel)	
Bulk packaging: Indicate on the box the color and specifications of contents – 50 pieces per box	
<ul style="list-style-type: none"> • 15,000 pieces shall bear original artwork/logo • 10,000 pieces shall bear new artwork/logo 	
Lot 2 - ORDINARY GOLF UMBRELLA – 25,000 pieces	
Size: 30 inches windbreaker umbrella with black plastic tips on small and big canopie	
Color: Canary Yellow	
Fabric Material: PONGEE 220 Thread Count, Water proof and water repellant (as per sample swatch)	
4 inch overlap between 2 panels	
Center Post : Fiberglass or Aluminum	
Structure with 8 pcs x 4 mm (+/- .5mm) Thickness Lower Panel, Main Ribs	
8 pcs x 5 mm (+/- .5mm) Thickness Support ribs in 3 cross section with a total of 32 pcs rib structure	

8 pcs x 3.5 (+/- .5mm) mm thickness Upper Main Ribs reinforced	
Handle : Rubber Bike Grip	
Main shaft tip: black plastic tip 4cm(+/- .5cm)	
Mechanism: automatic black button	
Nylon printing on four (4) panels	
Full color photographic print	
Artwork supplied by PAGCOR	
Packaging: Cloth case with PAGCOR Logo	
Binding / strap: 2 straps of yellow velcro (1 for each panel)	
Bulk packaging: Indicate on the box the color and specifications of contents – 25 pcs. per box	
<ul style="list-style-type: none"> 15,000 pieces shall bear original artwork/logo 10,000 pieces shall bear new artwork/logo 	

- Suppliers shall submit a prototype umbrella samples with original artwork for each lot, for evaluation and approval of CCD

DELIVERY PERIOD:

Original Artwork/Logo

Item No.	Description	Quantity	Total	Delivered, Weeks/Months	Offered Technical Proposal Please fill up each column with either: "comply" or "not comply"
Lot 1	Regular Umbrella	At least 1,000 pcs	1,000 pcs	Within thirty (30) calendar days from receipt of Notice to Proceed	
		At least 3,000 pcs.	4,000 pcs	Within forty-five (45) calendar days from receipt of Notice to Proceed	
		At least 5,000 pcs.	9,000 pcs.	Within sixty (60) calendar days from receipt of Notice to Proceed	
		Full delivery	15,000 pcs.	Within seventy-five (75) calendar days from receipt of Notice to Proceed	
Lot 2	Ordinary Golf Umbrella	At least 1,000 pcs	1,000 pcs	Within thirty (30) calendar days from receipt of Notice to Proceed	
		At least 3,000 pcs.	4,000 pcs	Within forty-five (45) calendar days from	

				receipt of Notice to Proceed	
		At least 5,000 pcs.	9,000 pcs.	Within sixty (60) calendar days from receipt of Notice to Proceed	
		Full delivery	15,000 pcs.	Within seventy-five (75) calendar days from receipt of Notice to Proceed	

New Artwork/Logo

Item No.	Description	Quantity	Total	Delivered, Weeks/Months	Offered Technical Proposal Please fill up each column with either: "comply" or "not comply"
Lot 1	Regular Umbrella	At least 1,000 pcs	1,000 pcs	Within thirty (30) calendar days from receipt of new artwork/logo	
		At least 3,000 pcs.	4,000 pcs	Within forty-five (45) calendar days from receipt of new artwork/logo	
		Full delivery	10,000 pcs.	Within sixty (60) calendar days from receipt of new artwork/logo	
Lot 2	Ordinary Golf Umbrella	At least 1,000 pcs	1,000 pcs	Within thirty (30) calendar days from receipt of new artwork/logo	
		At least 3,000 pcs.	4,000 pcs	Within forty-five (45) calendar days from receipt of new artwork/logo	
		Full delivery	10,000 pcs.	Within sixty (60) calendar days from receipt of new artwork/logo	

- In the absence of a new artwork/logo, the 10,000 pieces of the Regular Umbrellas and the 10,000 pieces of the Ordinary Golf Umbrellas shall be produced using the old artwork/logo upon advise from CCD.

Quantity	Technical Description	Unit Cost	Total Cost, VAT-exclusive, zero-rated transaction
25,000 pcs.	Lot 1 - Regular Umbrella	Php	Php
25,000 pcs.	Lot 2 - Ordinary Golf Umbrella	Php	Php
Grand Total Cost, VAT-exclusive, zero-rated transaction			Php

Amount in Words of Grand Total Cost
(VAT-Exclusive, Zero-Rated transaction)

WARRANTY PERIOD

: _____ months

Minimum of six (6) months

VALIDITY OF OFFER

: _____ Calendar days

Minimum of 90 c.d. and maximum of 120 c.d.

Additional Requirements:

Upon submission of the proposal, kindly include the following documents:

1. Valid PAGCOR's Certificate of Registration (for PAGCOR registered suppliers);

Or (for non-registered suppliers);

- Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives, or any proof of registration.
- Valid Mayor's Permit issued by the city or municipality where the principal place of business of the bidder is located

Note: The non-registered winning bidder must be able to submit the PAGCOR's Certificate of Registration prior to award of contract

2. A list of all completed contracts in the last three (3) years or more. The statement shall include the following:

- (i) names and phone numbers of contract proponents;
- (ii) contract amounts;

(iii) contract period with specific dates of start and completion;

3. Valid BIR Tax Clearance Certificate
4. Latest Income and Business Tax Returns manually filed or through the Electronic Filing Payment System (EFPS)

NOTES:

1. The prices quoted are to be paid in Philippine Currency VAT-Exclusive, Zero-Rated transaction.
2. All prices quoted are **INCLUSIVE** of all applicable duties, government permits, fees, and other charges relative to the acquisition and delivery of items to PAGCOR, but **VAT-Exclusive, Zero-Rated Transaction**.
3. For the purpose of bid standardization, this RFP Form will prevail over all kinds and forms of quotation. In case of price discrepancy over the amounts in words and in figures, the amount in words will prevail.
4. The supplier agrees to pay a penalty of one-tenth of one percent (1/10 of 1%) of the corresponding contract price for each day of delay, including Sundays and Holidays, beyond the period specified in the Agreement.

BIDDER'S COMMITMENT:

We hereby agree and bind ourselves to the terms and conditions herein specified, to the manner of bidding and evaluation set up by the Bids and Awards Committee, to the provisions of the attached Annex A of the Purchase Order form and to the rules and regulations of the Government and PAGCOR.

We understand that PAGCOR is not bound to accept the lowest or any bid it may receive.

Very truly yours,

Signature over Printed Name
TIN: _____

Position

Company Represented
TIN: _____

Address / Tel. No. / Fax No..